



City of Auburn
1225 Lincoln Way;
Auburn, CA 95603
Phone (530) 823-4211
Fax (530) 885-5508

COMPLAINT FORM

Your Name: _____ Date: _____

Your Street Address: _____

Telephone #: _____ Email: _____

You may make anonymous complaints if the violation is visible from public view. Simply write anonymous in the appropriate space.

Please understand that our office will **NOT** give out your private information, allowing you to remain anonymous (unless it is court ordered). Provide your name, address and telephone number so the assigned City Department can contact you to obtain further information, if needed.

Problem Address: _____

Please be advised that during an investigation a courtesy letter, notice and order, administrative or criminal citation(s), inspection warrant and seizure warrant may be necessary to effectively remove the violation. Action beyond a courtesy letter can become lengthy.

Complaint Type: Mark as many as applicable. Additional space has been provided for details that may be helpful for the investigation. Please provide first hand knowledge regarding your complaint.

☐ **VEHICLES**

Vehicles must be parked on improved driveways (asphalt/concrete with some exemptions). Describe the vehicle, duration of inoperability and the location in which it rests on the property. ☐ front yard ☐ back yard ☐ one vehicle ☐ more than one vehicle

☐ **JUNK/DEBRIS**

Some examples are vehicle parts, machine parts, scrap, appliances, furniture, containers, lumber, clippings, garbage, etc. Is there trash service to the property? ☐ yes ☐ no ☐ unknown

☐ **SUBSTANDARD STRUCTURES** ☐ **VACANT**

Some examples are failing fences, sewage, no power/water, illegal use, decayed materials, work without a permit, electrical hazards, etc. If you are a tenant, indicate the last date you have legal access _____.

☐ **OBSTRUCTION OF RIGHT OF WAYS**

This includes overgrown vegetation, basketball hoops, benches, construction materials, etc.

☐ **SIGNS ON PUBLIC/PRIVATE PROPERTY**

The city ordinance addresses many signs, locations, size, colors, etc. and are reviewed and/or approved case by case.

- ☐ Garage Sale/Lost Pet/Contractor for hire, etc. on public property.
- ☐ Realtor Sign not located on the actual property for sale.
- ☐ Banner/A frame signs ☐ public right of way ☐ private property.

☐ **OTHER**

Approximately how long have any of the above conditions existed? ☐ days ☐ weeks ☐ months ☐ years

Are dog(s) on this property? ☐ yes ☐ no ☐ unknown Your Signature _____

*****OFFICIAL USE ONLY*****

☐ Building Department ☐ PW ☐ CDD ☐ Code Enforcement ☐ Fire Department ☐ Police

This form was received by (initials) _____ date _____

Case # _____ Closed _____

APN # _____